



IEEE PELS Administrative Committee

APEC 2016

Long Beach CA USA

Hyatt Regency

9:00 am – 3:00 pm

Friday, March 25, 2016

Meeting Minutes

Meeting started at

Welcome and Self Introductions

	Name	Title	Present	Absent
1	Braham Ferreira	President	X	
2	Alan Mantooth	President Elect / VP Technical Operations		x
3	Mario Pacas	VP Conferences	X	
4	Frede Blaabjerg	VP Products	x	
5	Jinjun Liu	Exec VP Membership	X	
6	Peter Wilson	Exec VP Standards		x
7	Don Tan	Immediate Past President/Exec VP Global Relations	x	
8	Dushan Boroyevich	Senior Past President	x	
9	Treasurer	Jian Sun	x	
10	Patrick Wheeler	Constitution & Bylaws Chair	x	
		<u>TC Chairs</u>		
11	Yan-Fei Liu	TC 1: Technical Committee Chair Power & Control Core Technologies	x	
12	Robert Pilawa-Podgurski	TC 2: Technical Committee Chair Power Conversion Systems and Components	X	
13	Uday Desphande	TC 3: Technical Committee Chair Motor Drives and Actuators	X	
14	Anand Sathyan	TC4: Technical Committee Chair Vehicle and		x

		Transportation Systems		
15	Sudip Mazumder	TC 5: Sustainable Energy Systems	x	
16		TC 6: Technical Committee Chair High Performance and Emerging Technologies	X	
17	Tj Liang			
	John Hawkins	TC 7: Technical Committee Chair Communications Energy Systems	x	
<u>Members at Large 2014-2015-2016</u>				
18	Vladimir Blasko	Member-at-Large	x	
19	Silva Hiti	Member-at-Large	X	
20	Dan Kinzer	Member-at-Large	x	
21	Zhengming Zhao	Member-at-Large		
Duplicate	Pat Wheeler	Member-at-Large	x	
Duplicate	Mario Pacas	Member-at-Large	x	
<u>Members at Large 2015-2016-2017</u>				
22	Robert Balog	Member-at-Large	x	
23	Johan Enslin	Member-at-Large	X	
24	Helen Li	Member-at-Large		x
25	William A. Peterson	Member-at-Large	x	
26	Pradeep Shenoy	Member-at-Large	x	
27	Shinzo Tamai	Member-at-Large		
<u>Members at Large 2016-2017-2018</u>				
28	Liuchen Chang	Member-at-Large	X	
29	William Gerard Hurley	Member-at-Large	X	
30	Katherine Kim	Member-at-Large	X	
31	Ernie Parker	Member-at-Large	x	
32	Grant Pitel	Member-at-Large	X	
33	Seung Ki-Sul	Member-at-Large		x
<u>Non Voting</u>				
	Andreas Lindemann	Awards Chair	x	
	Deepak Divan - Past President	Phil Krein, History Chair, John Shen DL Chair		
<u>STAFF</u>				
	Mike Kelly	Society Executive Director		
	Donna Florek	Technical Community Program Specialist		
	Becky Boresen	Technical Community Program Specialist		
	Alicia Tomaziewski	TEC Project Manager		

MOTIONS, ACTIONS AND STAFF DIRECTIVES from this Meeting

MOTION: to approve the agenda: Mario Pacas
Second Sudip Mazumder
Motion Passed

MOTION:
The proposal from IAS for implementation of the co-location of ECCE and the IAS Annual Meeting is not accepted as presented. PELS would like to establish a Working Group to make recommendations and resubmit.

MOTION: to approve the minutes: Braham Ferreira
Second Uday Desphande
Motion Passed

ACTION: Task John Shen with addressing the following issues regarding the Distinguished Lecturers Program: Number of DLs, various groups of DLs for Industry Practitioners and separate DLs for Academic groups. There are not too many chapters requesting the DLs, maybe they need to be changed out more often than we are currently doing or maybe we need to do better at promotion. This needs some time to be worked on. John should cooperate with Jinjun Liu for an improved plan.

MOTION: The PELS Long Range Planning Committee (LRP) will prepare a draft Position Paper about the IEEE 2030 Constitutional Amendment including Pros and Cons. Then the AdCom we will hold a webex meeting for discussion – Dushan Boroyevich
Seconded Pradeep Shenoy
Motion Carried

STAFF DIRECTIVE: Executive Director to execute date options on ECCE 2018

MOTION: That the process to change the PELS Bylaws will be started to bring the Standing Committee (section 7.16) into line with the Technical committee section. Minor typographical errors and cross reference will also be corrected.
Motion Carried

MOTION: To Approve TC Funds- when we get Alan's report - Jian Sun
Motion Passed

MOTION: 10K to develop Membership with International Organizations.
Motion Passed

MOTION: \$100K allocation for each of the next three years, funds will appear in our humanitarian efforts initiative.
Motion Passed

MOTION: Approve PELSC Activities \$11,500
Motion Passed

STAFF DIRECTIVE: to create a Smartsheet with conference dates and information to be displayed on the website

MOTION: Request of 10k USD in 2016 new initiatives and 2017 onwards regular annual budgets to support co-operation with national organizations in power electronics for membership growth and retention

MOTION: Request of 40k USD in 2016 existing budget and 2017 onwards regular annual budgets to support visits and lectures by chapter recommended PELS experts to local industry companies/universities - Jinjun Liu
Second: Bill Peterson
Motion passed

Motion to approve the Following Budgets from the Technical Operations VP;

Budget Requests:

Education: 50K

Academic Affairs IFEC: 60K

Technical Committees:

TC1 21K

TC2 22K

TC3 19K

TC4 10.5K

TC5 31.5K

TC6 16K

TC7 62.5K

Roll Call Introductions

Video from Alan Mantooth

Guests:

Staff: Mike Kelly, Donna Florek, Becky Boresen, Alicia T

Motion to approve the agenda: Mario Pacas

Second Sudip Mazumder

Motion Passed

Motion Pulled from Consent Agenda;

Motion:

The proposal from IAS for implementation of the co-location of ECCE and the IAS Annual Meeting is not accepted as presented. PELS would like to establish a Working Group to make recommendations and resubmit.

Motion to approve the minutes: Braham Ferreira

Second Uday Desphande

Motion Passed

Review of Action Items from ECCE Montreal

FEPPCON Papers will be on the IEEE Resource Center

Strategic Plan was approved

Chapter Tool Kit was sent out to those who have requested it

John Shen DL Action Item: Ongoing

ACTION: Task John Shen with addressing the following issues regarding the Distinguished Lecturers Program: Number of DLs, various groups of DLs for Industry Practitioners and separate DLs for Academic groups. There are not too many chapters requesting the DLs, maybe they need to be changed out more often than we are currently doing or maybe we need to do better at promotion. This needs some time to be worked on. John should cooperate with Jinjun Liu for an improved plan.

President: Braham Ferreira

See report

Healthy Financials for 2015 Surplus > \$400,000

2016 Goals

1. Provide executable strategic goals for 2017
2. New Initiative to facilitate the creation of a tipping pint in global small renewable energy systems.
3. Follow up FEPPCON : Enable and facilitate the international Technology Roadmap on Wide Bandgap Power Semiconductors
4. Follow-up of FEPPCON Establish a well-defined role and vision for Power Electronics for Grids.
5. Build a strong volunteer group around drives and electric machines in power electronics applications.
6. Implement measures to improve service and stimulate growth in targeted membership groups.
7. Make the PELS website one of the best society/council websites of the IEEE
8. Vision and goals for digital media in 2020

Long Range Planning Meeting

Chairman: Dushan Boroyevich

Facilitator: Alan Mantooth

New Workshop will be held: eT&D Electronic Transmission and Distribution

News from TAB Meeting

Discussion

MOTION: The PELS Long Range Planning Committee (LRP) will prepare a draft Position Paper about the IEEE 2030 Constitutional Amendment including Pros and Cons. Then the AdCom we will hold a webex meeting for discussion – Dushan Boroyevich

Seconded Pradeep Shenoy

Motion Carried

TASK Force Report IAS & PELS regarding ECCE North America

Motion: PULLED FROM THE CONSENT AGENDA

The proposal from IAS for implementation of the co-location of ECCE and the IAS Annual Meeting is not accepted as presented. PELS would like to establish a Working Group to make recommendations and resubmit.

Discussion:

Against: 1

Abstention: 1

Motion Carried

Motion: Recommendation to discuss the Approval at the AdCom regarding ECCE 2018 to take the option to move the dates to September 23th – 27th, 2018 in an effort to best separate ECCE –NA and EPE ECCE.

Discussion:

Staff Directive; Executive Director to execute date options on ECCE 2018

Constitution and Bylaws: Patrick Wheeler

Need to update the list of Standing Committees in the Bylaws

Draft changes to be made to the Bylaws

MOTION: That the process to change the PELS Bylaws will be started to bring the Standing Committee (section 7.16) into line with the Technical committee section. Minor typographical errors and cross reference will also be corrected.

Motion Carried

Treasurer Report: Jian Sun

Preliminary FM 13.5 Results

Revenue 5,897,376 Expense 5,216,000

377,715 - 50% Rule

3% * 6.974K = 209.2K 2017 Initiatives

New Initiatives from 2016:

- Member Loyalty and Grass Roots
- Standards Activity Cooperative Programming
- Technical Committee Outreach
- Student competitions

Budgets from the TCs

Need additional motions from: Jinjun Liu, Don Tan, Peter Wilson,

Motion: To Approve TC Funds- when we get Alan's report - Jian Sun

Motion Passed

Motion: 10K to develop Membership with International Organizations.

Motion Passed

Support Membership Development

Smart Village

The IEEE is uniquely positioned to help facilitate a tipping point; small renewable electrical systems for 1-2 billion people

The many projects in the field are not converging because ingredients are missing for proven techno economical models to work.

Statement of Purpose

REACHING THE GLOBAL TIPPING POIT FOR SMALL RENEWABLE ENERGY SYSTEMS:

- To provide a humanitarian effort to enable global solutions for off-grid and poor-grid communities
- Facilitate convergence to a techno-economically viable platform that supports the rapid global deployment of electrical energy solutions to meet the evolving energy needs of off-grid and poor grid communities

Discussion:

Motion: \$100K allocation for each of the next three years, funds will appear in our humanitarian efforts initiative.

Motion Passed

– New initiative society funds for 2017

Motion: Approve PELSC Activities \$11,500

Motion Passed

President Elect Vice President Technical Operations: Alan Mantooh

Treasurer: Jian Sun

See Report

Awards Chair: Andreas Lindemann

See Report

Nomination deadline March 31, 2016

Long Range Planning Committee Chair: Senior Past President: Dushan Boroyevich

See report

Standards Report – Executive VP for Standards: Peter Wilson

See report – Peter was not present; Braham presented for him

PELS Standards Initiatives Funding

PELS SC Activities: 10,000

Award 1,5000

WBG Testing 11,500

Check with Peter \$23K

Lunch Break from 12:15 – 1:00 pm

PELS History Project – Phil Krein

Action: Staff to report on History Archive Project status - Meeting Minutes and Photos

All old conferences are in Xplore

TEC – Phil Krein

Planning to make TEC a dues organization in the near future.

Products Report - Frede Blaabjerg;

See report

JESTPE has been Indexed and it will get an Impact Factor in June which will probably around 3.0

TTE First Journal was in 2015

2015 400 pages published

2016 480

2017 480

TTE will have special issues for 2016 and 2017

Power Electronics Magazine – in its second year.

It seems to be taking off and downloads are growing.

Digital Media Report

Goal to have at least two Webinars from each TC per month.

Publishing a call for Webinars in the eNews and at Conferences

Good position for submission to publication for articles published in Q3

Vice President for Conferences – Mario Pacas

See Report

The process of application for sponsorship (technical or financial) has room for improvement

- Last minute applications
- Incomplete documents or non-compliance with our rules
- Schedule collisions

The new introduced fees for TCs are still a source of confusion and additional work.

Staff Directive to create a Smartsheet with conference dates and information to be displayed on the website

Feedback regarding the Gala Event during this APEC and women not dressed appropriately for the beach party. A similar issue was noted during the Dallas event with the Dallas Cowboy Cheerleaders. The conference program committee should be aware that we are trying to attract females in the Engineering Field. We should make sure the meeting planners are also aware of this issue. We (men) need to speak up for the women and complain.

Fellows report: Dushan Boroyevich

See Report

Vice President for Membership: Jinjun Liu

See Report

Status of Membership –

Refine the organizational structure and get all the positions filled to team up

Make the values/benefits of being a PELS member explicitly visible to engineers and students

Recent Actions:

Longer meeting: 3 Hours Monday Morning of APEC and Monday After noon at ECCE NA

YP receptions and WIE breakfast

Chapter support toolkits completed and released

Member loyalty and recognition program executed and well received and to be continuously running

A series of chapter chairs meeting/forums launched or planned to be made regularly organized.

Chapter Chair meeting will be organized by Sanjib at ECCE Asia

Coordination about DLs

Travel request to go to VP Membership to approve and Treasurer

Chapters are responsible for meeting coordination

Inputs from Membership Chapters Meetings

- Handling of best chapter award
- DL Chair regional chair

Motions: Request of 10k USD in 2016 new initiatives and 2017 onwards regular annual budgets to support co-operation with national organizations in power electronics for membership growth and retention

Motion: Request of 40k USD in 2016 existing budget and 2017 onwards regular annual budgets to support visits and lectures by chapter recommended PELS experts to local industry companies/universities - Jinjun Liu

Second: Bill Peterson

Discussion:

Motion Carried

Request of 20k USD in 2016 existing budget and 2017 onwards regular annual budgets to support implementations of chapter membership-grow activities based on chapter proposals – Jinjun Liu

Second: Bill Peterson

Discussion:

Motion Carried

Vice President Technical Operations: Alan Mantoath

Motion to approve the Following Budgets from the Technical Operations VP;

Budget Requests:

Education: 50K

Academic Affairs IFEC: 60K

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TC6 16K

TC7 62.5K

Treasurer: Jian Sun

1st Quarter Forecast Adjustments

- \$70K Increase to TC/OPS Budget to Support Expansion of TC (to Establish Technical Thrusts under Each TC)
- \$10K Increase to Membership Committee to Support Membership Growth and Retention
- \$20K to Membership Committee to Support Chapter Growth
- \$40K to Membership Committee to Support Regional DL
- \$10K Increase to Conferences & Meetings Committee for Coverage of Technical Co-Sponsorship Funds
- \$25K to ITRW/WBG Initiative for Standards Committee
- \$23K to Standards Committee Activities, WBG Testing, Award
- \$15K to Support eT&D Initiative
- \$40K to Support Long Range Planning Meeting
- **Total: \$243K**



IEEE POWER
ELECTRONICS SOCIETY
Powering a Sustainable Future

3/24/2016



Vice President for Global Relations: Don Tan

Motion to adjourn: Ernie Parker

Second: Katherine Kim

Meeting adjourn 3:43 pm